COMMAND OPERATIONS REPORT

1. Command Data

a. Name of Command: Naval Medical Logistics Command (NAVMEDLOGCOM)

b. Unit Identification Code: 62645

c. Name and rank of Commanding Officer:

(1) Name: Seymour, Mary S.

(2) Rank: Captain

f. Date assumed Command: 5 September 2013

g. Mission, command employment, area of responsibility: As the Navy Medicine center for logistics and procurement expertise, we deliver patient-centered logistics solutions to military medicine.

h. Permanent location: Fort Detrick, Frederick, MD.

i. Immediate superior in command: Navy Medicine Education and Training Command (NMETC)

j. Operational superior in command: NMETC

k. Administrative superior in command: NMETC

l. Name of commands assigned under operational control:

(1) Navy Expeditionary Medical Support Command, Williamsburg, VA

(2) Naval Ophthalmic Support and Training Activity, Yorktown, VA

(3) Naval Medical Logistics Command Detachment, Pirmasens, Germany

m. Type of aircraft assigned: N/A

n. Unit stationed aboard as tenant activities: Fort Detrick, MD

o. Number of personnel assigned:

(1) Officers: 11

(2) Enlisted: 17

(3) Civilians: 136

q. Command point of contact:

(1) Name: Evans, Julius L.

(2) Job Title: Public Affairs Officer

(3) Email: julius.l.evans.civ@mail.mil

(4) Phone number: 301-619-9650

(5) Command mailing address: COMMANDING OFFICER
NAVAL MEDICAL LOGISTICS COMMAND
693 NEIMAN STREET
FORT DETRICK, MD
21702-9203

2. Commander Assessment. NAVMEDLOGCOM is fully mission-capable as demonstrated by its 2015 accomplishments.

a. The command executed its mission of delivering patient-centered logistics solutions for military medicine with the utmost professionalism. NAVMEDLOGCOM made a command-wide commitment to process improvement and achieved that goal by implementing Value Stream Analysis mapping. As the command became a learning organization, NAVMEDLOGCOM enjoyed academic success throughout the workforce.

b. Supporting its learning environment, NAVMEDLOGCOM sponsored a Project Management Professional (PMP) credentialing course and two Lean Six Sigma Green Belt training courses for command personnel. Earning the PMP designation equips certified project managers with tools uniquely suited for process improvement, product innovation, structured allocation and control of scarce resources. Obtaining the Lean Six Sigma Green Belt certification teaches practitioners, amongst other things, to understand how Value Stream Analysis and Rapid Improvement events are used to improve processes.

c. NAVMEDLOGCOM demonstrated a dedicated commitment to its vision to become the Department of Defense's (DoD's) premier medical logistics support activity through successful external reviews by senior logistics community partners.

d. The Navy Medical Inspector General (MEDIG) conducted an onsite inspection of NAVMEDLOGCOM in May 2015. The MEDIG inspection assessed the effectiveness, efficiency, readiness, capability, and quality of command services and programs. A total of 49 command programs were inspected. MEDIG reported five Requirements for Improvement, six Supplemental Findings, and five Opportunities for Improvement. No command systemic issues were identified. The Civilian Personnel Management Program, Defense Travel Management and Government Travel Card Programs were singled-out for their exceptional oversight and compliance.

e. The Navy Deputy Surgeon consented to NAVMEDLOGCOM assuming the Naval Supply Systems Command Inter-Service Supply Support Operations Program (ISSOP) workload that corresponded with its mission and contracting authority. NAVMEDLOGCOM was also provided approval to utilize five additional employees to support Navy Medicine requirements formerly contracted through ISSOP. This new mission was successfully executed by NAVMEDLOGCOM's Research and Services Contracts Division and was included in the obligation of $47.8 million in Fiscal Year 2015 (FY-15) for non-personal services requirements.

3. Chronology Narrative. Provided is a chronological listing of NAVMEDLOGCOM's most significant accomplishments in 2015:

a. **12 January 2015** - Members from NAVMEDLOGCOM's Acquisition and Analytics Directorate conducted a post-award conference on the recently awarded Northeast Physician Multiple Award Task Order contract. The purpose of the conference was to: review the terms and conditions of the contract; answer questions from the contractors and field personnel with regard to the performance and administration of the contract; and serve as an opportunity to kick-off the newly formed relationship between the Government and contractors to help transition existing services.

b. **31 January 2015** – NAVMEDLOGCOM became a principal stakeholder and charter member for the development of the Readiness and Cost Reporting Program. The Readiness and Cost Reporting Program is an analytical tool that helps optimize decision making regarding the current/near term capability,

readiness, employability, cost and capacity of Navy Medicine's equipment and supplies.

c. **02 February 2015** – NAVMEDLOGCOM's Chief, Services Contract Division (SCD) participated as the Subject Matter Expert (SME) in six Navy Medicine Personnel Services Contracts Establishment Standard Operating Procedure (SOP) training sessions spanning a two-week period. This training was provided to Navy Medicine personnel who work with personal services contracts (to include local activity contracting staff, budget and logistics members and regional Point of Contacts).

d. **26 February 2015** - The first installment of the SCD Training Plan was initiated when the Chief of Acquisition Support Division provided Independent Government Cost Estimate (IGCE) training to SCD staff. Training covered how to prepare useful, data driven, credible IGCE to assist with award determinations.

e. **19 March 2015** - The second installment of the SCD Training Plan was completed when the Chief of Research and Services Contracts Division and Non-Personal Services Contracts (NPSC) Program Manager provided a non-personal services overview to SCD staff. Training covered differences between Personal Services Contracts and NPSC requirements and provided a general overview of how to complete NPSC procurements.

f. **23 March 2015** - A best value meeting was held on the Western Nursing Multiple-Award Task Order (MATO) Indefinite Delivery/Indefinite Quantity (IDIQ) requirement in which the source selection authority and participants recommended contract awardees. Upon completion of the meeting, the Pre/Post-Business Clearance Memorandum and contracts were completed and underwent additional reviews prior to being awarded and released to the public. The requirement is for the procurement of all nursing and advanced practice nursing services at all Military/Dental Treatment Facility (MTFs/DTFs) and associated branch clinics as well as any Department of Defense or Coast Guard MTF within the West Coast of the United States to include U.S. Naval Hospital, Guam. Services began in June 2015.

g. **31 March 2015** - Sponsorship for Military Sealift Command (MSC). NAVMEDLOGCOM representatives were active participants on a Chief of Naval Operations initiative (sponsored by OPNAV N42) to incorporate medical modules to active Military Sealift Command platforms and provide expeditionary health service support at sea or projecting ashore as mission required.

Provided planning concepts, design configurations, cost estimates and conducted surveys of MSC vessels to support the payload initiatives as required by OPNAV in order to determine feasibility alternatives to current Navy Health Service Support assets. This initiative will shape the future of the Navy Expeditionary Health Service System.

h. **3 April 2015** - A Contract Review Board was conducted on the Western Nursing MATO IDIQ. The board reviewed the Post-BCM and one of the resultant contracts. Upon approval, the documents were updated as necessary before release.

i. **April - June 2015** – Services Contract Division employees performed Phases I and II of the Value Stream Analysis (VSA) on the "Task Order Process." These VSAs serve to identify process improvements through mapping current processes and identifying non-value added steps or elements in the process. Successful VSAs should result in process efficiencies and an increase in related metrics.

j. **22 April 2015** - Contract awards were made for the Western Nursing IDIQ.

k. **27 April 2015** – Defense Health Agency Medical Logistics Joint Requirement Assessments. Participated in the inaugural Joint Requirements Assessment visit to evaluate the National Capital Region enhanced Multi-Service Market. Provided recommendations regarding clinical technologies used at Walter Reed National Military Medical Center, Naval Health Clinic Quantico, and other clinics in the surrounding region.

l. **20 May 2015** - Members from both SCD and Contract Administration Division (CAD) conducted a post-award conference on the recently awarded Western Nursing MATO IDIQ. The purpose of the conference was to review the terms and conditions of the contract, answer questions from the contractors or the field with regard to the performance and administration of the contract, and to serve as an opportunity to kick-off the newly formed relationship between the Government and contractors to help transition existing services.

m. **19 - 21 May 2015** - MEDIG conducted an onsite inspection. The purpose of the MEDIG inspection was to assess the effectiveness, efficiency, readiness, capability and quality of command services and programs. A total of 49 command programs were included in the inspection. The official results of the MEDIG inspection included five Requirements for Improvement, six

Supplemental Findings, and five Opportunities for Improvement. No command systemic issues were identified. The Civilian Personnel Management Program, Defense Travel Management and Government Travel Card Programs were singled out for their exceptional oversight and compliance.

n. **21 May 2015** - Members from both SCD and CAD conducted a post-award conference on the recently awarded Northeast Ancillary MATO. The purpose of the conference was to review the terms and conditions of the contract, answer questions from the contractors or the field personnel with regard to the performance and administration of the contract, and to serve as an opportunity to kick-off the newly formed relationship between the Government and contractors to help transition existing services.

o. **31 May 2015** - Navy Medical Research Center Tent Study. Helped develop a concept of operations to create a capability-based asset that will provide flexibility to numerous small mission capabilities under one tent. This will expand Navy Medicine's expeditionary capabilities to deploy tailored medical capability sets in support of missions such as theater support cooperation and initial Humanitarian Assistance or Disaster Relief response.

p. **1 June 2015** - Pharmacy Prime Vendor Trading Partner Application. Defense Logistics Agency transitioned from Cardinal Pharmacy Prime Vendor to Amerisource Bergen Drug Corporation (ABC). ABC required information to establish accounts in the new Trading Partner Application before ordering could take place. A total of 255 trading partner profiles were created and all users were trained on the application.

q. **1 - 5 June 2015** - NAVMEDLOGCOM hosted the Fleet Dental Officer from U.S. Pacific Fleet and Type Commanders for the Annual Fleet Dental Assemblage Review.

r. **2 June 2015** - Conducted an All-Hands training stand-down to complete mandatory FY-15 Bystander Intervention to the Fleet training. All NAVMEDLOGCOM military staff members and numerous active duty Navy staff assigned to other tenant Commands aboard the Fort Detrick installation attended this training.

s. **11 June 2015** - NAVMEDLOGCOM personnel lectured at the Navy Medicine Business Operations Training event on operational medicine assemblage management processes, best practices and afloat equipment Integrated Logistics Support.

t. **July 2015** – NAVMEDLOGCOM Small Business Coordinator attended DoD Office of Small Business Programs and Small Business Administration Small Business Training Symposium in Phoenix, AZ.

u. **8 August 2015** – Navy Medicine's FY-15 Personal Property Annual Inventory. Coordinated inventory process for 154,175 accountable assets valued at $1,014,437,957.91. Reviewed and approved 52 inventory certificates. Conducted a validation of all inventories submitted. BSO-18 reported a 98.2 percent inventory accuracy rate, which exceeded the DoD requirement of 98 percent. Certified to Deputy Assistant Secretary of the Navy for Financial Operations that BSO-18 is complaint with SECNAV Inventory requirements.

v. **28 August 2015** – Purchase of Personal Protective Equipment (PPE) for BSO-18. Medical Equipment and Logistics Solutions updated and finalized the Memorandum of Agreement between NAVMEDLOGCOM and the Department of Health and Human Services for the storage of Pandemic PPE (N95 Masks) for BSO-18, during the period of 12 August 2015 - 12 August 2016.

w. **1 September 2015** – Navy Dental Corps Computer-Aided Design/Computer-Aided Manufacturing Restorative Dentistry Project. Managed the award of multiple Navy-wide contracts in excess of $11.8M for digital scanning technology for the production of dental crowns and implants at the chair-side and in dental laboratories. Utilization of this technology will improve the fit of dental crowns and implants by reducing reliance on manual milling, decrease dental visit durations, reduce number of required return visits and allow for the digital transfer of scans over the network.

x. **8 September 2015** - Provided updated input for NAVMEDLOGCOM's role and responsibilities and the associated medical and dental outfitting process to the Naval Sea Systems Command Policies and Procedures Manual Navy Outfitting Program Shipbuilding and Conversion Manual.

y. **21 September 2015** - Naval Supply Systems Command Fleet Logistics Center, Norfolk conducted a Government Commercial Purchase Card Procurement Performance Management Assessment Program (PPMAP) desk audit of NAVMEDLOGCOM's execution of Naval Supply Systems Command procurement authority. The audit reviewed seven critical transactional areas and 11 critical internal management control areas. NAVMEDLOGCOM received an overall rating of SATISFACTORY with no findings.

z. **23 - 24 September 2015** - Met with Supervisor of Shipbuilding Gulf Coast-Fleet Logistics Center Jacksonville Detachment and the USS JOHN P. MURTHA (LPD-26) Medical and Supply Department personnel in Pascagoula, MS, to review lessons learned from past hulls and discuss new medical and dental outfitting procedures that will affect LPD-26.

aa. **29 September 2015** - Radiation Dose Monitoring. Managed the award of a DoD-wide contract to support radiation dose monitoring to meet requirements of the Joint Commission. Utilization of this system will allow for the tracking of ionizing radiation dose received by patients as part of diagnostic imaging procedures including Computed Tomography, Interventional Radiology, Mammography and General Radiology.

ab. **30 September 2015** – Defense Health Affairs Medical Logistics Biomedical Engineering Technician (BMET) Training. Conducted an analysis of DoD medical equipment maintenance contract types and coverage levels for comparison to local BMET skills/training. Provided tuition funding for BMETs to attend centralized training. This aided in eliminating or adjust service contracts to meet MTF requirements for sustainment while providing world class patient care. Under this initiative, ensured proper training of 11 BMETs and resulted in a cost savings of $1M annually to the DoD.

ac. **14 October 2015** - Met with Program Executive Office Ships - Littoral Combat Ship (LCS) (PMS-505L) staff at the Washington Navy Yard to review the medical and dental materiel allowancing process and discuss way ahead for implementing ship outfitting process improvements in support of the LCS program.

ad. **20 October 2015** - NAVMEDLOGCOM received full Authority to Operate (ATO) for the Enterprise Clinical Image Archive (ECIA), a joint project with the US Army Medical Material Agency. The ATO allowed the project to move forward and clinical study migrations are underway at six Navy MTFs. Once completed, the ECIA will allow healthcare providers at any Navy or Army MTF to access Radiology, Cardiology and Dental images performed anywhere within our combined healthcare enterprise.

ae. **October – December 2015** – The Research and Services Contracts Division (RSD) Division Chief was detailed to the Bureau of Medicine and Surgery (BUMED) Headquarters to assist with the development and implementation of a contracting process at the headquarters level. The assignment involved designing

the process that customers/departments will use to identify, approve, develop, and validate contract requirements.

af. **Sum of obligated dollars in absolute values for FY-15:**

Acquisition and Analytics Directorate	**Count of Actions**	**Dollars Obligated**
Services Contracts Division	783	$270,445,336.00
Equipment and Maintenance Contracts Division	561	$74,820,513.00
Research and Services Division	573	$131,988,816.00
Drug Program	71	$10,188,773.00
Contract Administration Division	2216	$148,842,851.00
Total	**4,204**	**$636,286,290.00**

ag. **1 December 2015** – Conducted an All Hands training stand-down to complete FY-16 required Standardized Core Training requirements and the Command Assigned Readiness Enhancement training topics selected by the Commanding Officer. The training included all military staff members assigned to the command and numerous active duty Navy staff assigned to various Navy billets within Fort Detrick.

ah. **15 December 2015** - 2015-2016 Seasonal Influenza Program. Medical Equipment and Logistics Solutions Division executed requirements totaling $12.6 million, covering Navy and Marine Corps personnel and other eligible beneficiaries.

ai. **Throughout 2015** - NAVMEDLOGCOM Logistics Business Systems (LBS), in coordination with Defense Logistics Agency – Troop Support (DLA-TS), assisted in the design and deployment of the new Generation IV Prime Vendor Program for both Pharmaceuticals and Medical/Surgical. The system changes will assist BUMED in achieving the level of performance expected by Defense Health Agency for standardization, eCommerce and reduction of purchase card expenditures. It allows for a single data source for catalog management with a built-in price validation capability, resulting in a more than 50 percent reduction in pricing errors. The Generation IV capability allows for tracking and tracing medical supplies in this multi-billion dollar industry. LBS developed and trained BUMED users on the miscellaneous payment process, through Invoice Receipt acceptance and property transfer, iRAPT, (formerly WAWF), to help further reduce government purchase card use and to replace

convenience checks. iRAPT provides a more visible audit trail in paying for consumables not eligible for ecommerce. Since the training, purchase card use has declined 39 percent and miscellaneous payments have increased 80 percent. These shifts reduced paperwork and man hours by 27 percent. They also save BSO-18 dollars and man hours in processing payments and in allowing vendor payments to be made more efficiently.

4. Published Documents. In 2015, NAVMEDLOGCOM had a commanding presence on social media sites and in various command and local newspapers. A Google search on NAVMEDLOGCOM will produce 178,000 search results. NAVMEDLOGCOM has had more than 681 impressions on its internal Facebook, more than three times the number of personnel who work there. It has published articles on The Fort Detrick Standard, District of Columbia Military News, Military Medical News, The Frederick Post, navy.mil and dvidshub.net. NAVMEDLOGCOM has a quarterly Newsletter entitled Logistically Speaking that is linked to the command's website, which is Common Access Card enabled at https://gov_only.nmlc.med.navy.mil/Logistically percent20Speaking/logisticallyspeaking.asp.